



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FORCES COMMAND
FORT MCPHERSON, GEORGIA 30330-6000

REPLY TO
ATTENTION OF

AFLG-PROM

5 December 1996

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Contracting Information Letter (CIL) 97-8

1. This CIL contains information on the following:

a. Obligation Rules - Cost Plus Award Fee Contracts, and

b. Change in Reporting of Performance Appraisal Data in the Army Civilian Career Evaluation System (ACCES).

2. Obligation Rules - Cost Plus Award Fee Contracts.

a. Reference DFAS-IN, Regulation 37-1, Finance and Accounting Policy Implementation, dated 18 September 1995, which supersedes AR 37-1, dated 30 April 1991.

b. The new rules Table 9-1, for obligations for Cost Type contracts has changed in that the base contract amount, not including the award fee amounts, is the amount obligated at time of award. Under the old rule, award fee amounts were obligated with the base contract amount. However, under the new rule, funds are not to be obligated until the board certifies that an award fee is due the contractor. Funds current when the determination is made will be obligated.

c. In order to maintain a clear audit trail of contract and award fee costs, recommend the award fee be treated as a separate contract line item (CLIN), with a request for additional funds issued once the award fee payment amount has been determined. This amount is then unilaterally added to the contract by modification.

d. For additional information, please contact Sandi Bruner at DSN 367-6296.

3. Change in Reporting of Performance Appraisal Data in the Army Civilian Career Evaluation System (ACCES). Reference enclosed memo, ASA (M&RA), 8 Oct 96, SAB. This memo provides important

AFLG-PR

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guidance on recent ACCES changes. Effective 1 Nov 96:

a. ACCES Referral List Reports will no longer include the summary performance appraisal data.

b. ACCES employees will no longer include the summary performance appraisal rating data.

c. Request for Referral List forms and instructions were previously issued by HQDA memorandum or Interim Changes to AR 690-950, Career management. MACOMS, career program functional officials, CPO/CPOC/CPACs may contact the Career management Operations Branch for information about ACCES registration and referral packages.



TONI M. GAINES

Chief, Contracting Division, DCSLR
Principal Assistant Responsible
for Contracting

Encl
as

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REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111



October 8, 1996

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Change in Reporting of Performance Appraisal
Data in the Army Civilian Career Evaluation
System (ACCES)

On July 11, 1996, we staffed a proposal to exclude the reporting of performance appraisal summary data from HQ Army Civilian Personnel System (ACPERS) on ACCES Referral List and Employee Feedback Reports. The proposal produced a preponderance of positive responses with very few addressees non-concurring. Considering the responses, I have approved the proposal for implementation.

Some respondents expressed a concern that correction of the performance appraisal data within HQ ACPERS was of utmost importance. This is the ultimate solution. However, upon analysis, we find that there are many reasons for the data collection errors and it is not possible to provide an immediate solution.

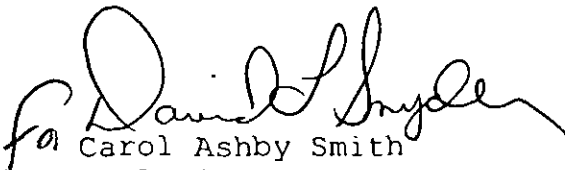
Effective November 1, 1996, ACCES Referral List Reports will no longer include the summary performance appraisal rating data. Selecting officials are encouraged to request a copy of the most recent performance appraisal for each employee referred. They may indicate this preference by checking the appropriate box on the Notification of Referral Form, which is a part of the request for referral list forms package. This action requires all employees on the referral list to forward a copy of the most recent performance appraisal to the Civilian Personnel Office (CPO) or Civilian Personnel Operations Center (CPOC) handling the recruitment action.

ACCES Employee Feedback Reports will no longer include the summary performance appraisal rating data as of November 1, 1996. Employees should continue to routinely review their performance appraisal data using procedures established by servicing CPO, or Civilian Personnel Advisory Centers (CPAC).

Encl

Request for Referral List forms and instructions were previously issued by HQDA memorandum or Interim Changes to AR 690-950, Career Management. MACOMs, career program functional officials, CPO/CPOC/CPACs may contact the Career Management Operations Branch for information about ACCES registration and referral packages.

For additional information, please contact the Career Management Operations Branch at DSN 221-9234 or commercial (703) 325-9234.


for Carol Ashby Smith
Deputy Assistant Secretary
(Civilian Personnel Policy)/
Director of Civilian Personnel

DISTRIBUTION:

FUNCTIONAL CHIEF REPRESENTATIVES

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Civilian Personnel Operations Ctr, SE, ATTN: Mr. Rosenberry
Civilian Personnel Operations Ctr, SW, ATTN: Mr. Clawson
Civilian Personnel Operations Ctr, SC, ATTN: Mr. Williams
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Civilian Personnel Operations Ctr, NC, ATTN: Mr. Lacy
Civilian Personnel Operations Ctr, USAREUR, ATTN: Mr. Brewer